

Florida Department of State, Division of Library and Information Services
PUBLIC LIBRARY CONSTRUCTION GRANT APPLICATION

Application Deadline: April 1, 2005

Attachment # 7
Page 1 of 8

I. APPLICANT INFORMATION

A. LEGAL NAME OF APPLICANT (Government)

Leon County Board of County Commissioners

Street 200 West Park Avenue City Tallahassee, FL Zip 32301 County Leon

Name of Chairman of Applicant's Governing Authority Cliff Thael

Federal Employer Identification (FEID) Number 59-6000708

B. NAME OF LIBRARY DIRECTOR Helen Moeller

Telephone (850) 487-2665 Fax (850) 487-1793 E-mail helenm@leoncountyfl.gov

Library LeRoy Collins Leon County Public Library

Street 200 West Park Avenue City Tallahassee, FL Zip 32301

C. NAME OF PROJECT MANAGER Helen Moeller

Title Library Director

Agency, organization or governmental unit LeRoy Collins Leon County Public Library

Street 200 West Park Avenue City Tallahassee, FL Zip 32301

Telephone (850) 487-2665 Fax 850-487-1793 E-mail

helenm@leoncountyfl.gov

D. NAME OF BUILDING CONSULTANT (MLS degree) Beach/Willey Library Consultants

Street 3100 N. E. 48th Street #715 City Fort Lauderdale Zip 33308

Telephone (404) 370-8450

E. NAME OF REGISTERED ARCHITECT EMO/Architects, Inc.

Street 1126 Thomasville Road City Tallahassee, FL Zip 32303

Telephone (850) 222-8000 Registration Number FL Lic. #AACOO1821

F. INDICATE IF CONSIDERING STARTING THE CONSTRUCTION PROJECT PRIOR TO THE GRANT AWARD

YES NO XX

20

II. PROPOSED PROJECT

A. Name of Proposed Facility Southeast Branch Library

B. Type Construction Project (check one):

XX New Building Expansion Remodeling

C. Building to be Used as (check one):

<u> </u> Single county library headquarters	<u>X</u> Single county branch or library cooperative member
<u> </u> Multicounty or library cooperative headquarters	<u> </u> Independent municipal library (headquarters)
<u> </u> Multicounty or library cooperative branch or member (more than one library in county)	<u> </u> Independent municipal library (branch)
<u> </u> Multicounty or library cooperative branch or member (only library in county)	

III. PROJECT DATA

A. Floor Area in Square Feet

- Facility prior to project (Check one and give square feet where applicable):
 - a. No facility currently exists
 - X b. A facility currently exists, but will not be used as a library after project completion 2,000 sq. ft.
 - c. A facility currently exists and will be used by library after project (may be present library or another building) sq. ft.
- New facility to be constructed 12,000 sq. ft.
- Expansion of existing facility

Square footage of existing building	<u> </u> sq. ft.
Square footage of the portion of building to be expanded	<u> </u> sq. ft.
Total square feet of building after expansion	<u> </u> sq. ft.
- Remodeling of existing facility (not included in # 3) sq. ft.

B. Geographical Area And Population To Be Served By Proposed Facility:

- Name of city(s), county(s) or region. (If the service area does not conform to city or county boundaries, give the location and population by census tracts.) Apalachee Parkway past Capital Circle and covering to Highway 90. Census Tracts-3.02, 3.03, 9.01 (1/2), 9.02 (1/2), 18.02 (1/3), 25.04, 26.01.
- Current population 47,300
The population should be from the most current Florida Estimates of Population, University of Florida.

20

IV. ESTIMATED COST OF PROJECT

A. Funds By Category (Indicate project cost by applicable categories):

- | | |
|---|---------------------|
| 1. Architect's Fees (include planning costs) | \$ <u>245,563</u> |
| 2. Site Acquisition | \$ _____ |
| 3. Acquisition cost of building | \$ _____ |
| 4. New Construction | \$ _____ |
| | <u>2,313,024</u> |
| 5. Expansion of existing building | \$ _____ |
| 6. Remodeling of existing building | \$ _____ |
| 7. Initial Equipment | \$ _____ |
| 8. Other (Specify) Networking and wiring, permitting, | \$ _____ |
| testing, surveys, contingency, etc. | \$162,550 _____ |
| Library materials, equipment, and furnishings | <u>\$450,000</u> |
| 9. TOTAL (Must equal B.4) | \$ <u>3,171,137</u> |

B. Source of Funds:

- | | |
|---|-------------------|
| 1. Local funds available | \$ _____ |
| | <u>2,671,137</u> |
| 2. Amount of funds requested from the Public Library Construction Grant Program (State General Revenue) | \$ <u>500,000</u> |
| 3. Amount of funds requested from other State sources | \$ _____ |
| 4. TOTAL (Must equal A.9) | \$ _____ |
| | <u>3,171,137</u> |

If total above includes funds already spent, please specify amounts, type and dates of expenditures. (Appraisal costs and incidental purchase costs such as surveys, title insurance, legal fees, etc., are not eligible expenditures and are not reimbursable.)

	<u>Amount</u>	<u>Dates</u>
Advance plans	\$ _____	_____
Estimates	\$ _____	_____
Acquisition of Lands	\$ _____	_____
Other (Specify)	\$ _____	_____

State Construction Grant Application: Southeast Branch of the LeRoy Collins Leon County Public Library - Narrative

V. REQUIRED DOCUMENTS

D. Narrative Description of the Construction Project.

1. How the building will function in a currently established county library. This includes, but is not limited to programs, services and governance.

MISSION STATEMENT

The LeRoy Collins Leon County Public Library System enriches the community by inspiring a love of reading, providing a dynamic resource for creative and intellectual pursuits, and enabling residents to live a life of learning.

The LeRoy Collins Leon County Public Library System (the Library) functions as a Division of local government under the Board of County Commissioners of Leon County, Florida. The Library is in the Public Services Group of Leon County's governance under the supervision of the Assistant County Administrator. The Library consists of a main library, five branches, a bookmobile and outreach service by van to various organizations, primarily residential senior centers. Each branch is fully supported in the Library's budget and a branch manager is on staff at each facility for supervision, operations, and administration. The branch managers report to the Extension Services Manager who reports to the Library Director.

The LeRoy Collins Leon County Public Library System has expanded rapidly since 1991 in accordance with the LeRoy Collins Leon County Public Library Branch Library Development Plan, originally written and adopted by the Board in 1988 and updated in 1996. The first branch of the system, the Page One Community Library, opened in 1975. Several transitions later, this library is the Dr. B. L. Perry Branch Library. The second branch of the system was a non-functioning 1968 bookmobile that was put on blocks in 1982 to serve as a very small branch for the east/southeast sector. Residents were thrilled when the Parkway stationary bookmobile closed its doors forever and a new 1,200 square foot storefront library opened in the same shopping center. This storefront, the Parkway Branch Library, has grown to 2,000 square feet with circulation of over 135,000 items a year. Circulation at the Parkway Branch constituted 13.4 % of the total circulation generated by branch libraries in FY 2003/04 and library visits increased 29% over the previous year.

The only complaints received from patrons at the Parkway Branch Library are lack of space and computers. The delivery system from the main library to all branches runs twice a day delivering materials that are not available at the area branch. This excellent efficient service keeps customers happy with the selection of materials though they must wait a day to receive requested items.

Programming at the Parkway Branch is restricted to the Families Connect @ the Library program, an ongoing program of reading, cultural and education activities. They have no story time, no book clubs, no public meeting space, no education and cultural programs. Only 4 public computers are available. Compared to the other libraries in the system, the Parkway Branch is severely deficient in the services and programs that it provides. The other libraries in the system are all full-service libraries offering everything that the main library offers, albeit on a smaller scale.

The library system offers up-to-date services in all areas. The circulating collection is maintained and updated by the newly formed Collection Development section. The materials budget continues to increase from county and friends sources. This additional funding is evidenced in the many new online databases for library and remote customers. Homework and educational assistance are a particular focus of online service and have grown in use. Ask-A-Librarian is popular and a new "mobile librarian" service will begin later this year. All of these services are available at all branches. The Library system owns 10,368 DVD's and offers audio books in three formats: audiotape, CD, and MP3. Downloadable books will be available within 18 months.

Partnerships with local organizations have expanded services and programs into the community. The Library helped establish the newest Boys and Girls club library and the partnership with the senior center brings books and bookmobile services to community centers for special monthly programs.

The new branch will serve a rapidly growing population in the east/southeast sector of Leon County. In the last few years, a Super Wal-Mart and Sam's Club opened and several large residential developments were built of which Piney Z Plantation and Southwood are the largest. A large state office building complex is nearby and commercial establishments are quickly opening in this area. The area east of Super Wal-Mart is largely undeveloped and is anticipated to grow rapidly in the coming years. A 2,000 square foot branch library is woefully inadequate to serve this population.

2. How the construction project will contribute to new or improved services in the area it will serve.

The new branch library will have a dramatic impact on the population. Expansion to 12,000 square feet will increase the size of the collection in all formats; allow the addition of reference service, programming and educational

and cultural activities. The east/southeast sector of the county will have equitable library services and programs upon the opening of the new facility. For example, the monthly program calendar for March 2005 shows 5 special programs this month at each of the other branches and only the Families Connect @ the Library program at the Parkway branch.

The system's excellent storytime and highly popular babytime programs will be added to the Southeast Branch. Customers will enjoy a wider variety of intergenerational and topical programs in the public meeting room. Community display and exhibit areas will feature artwork, announcements, collections, and other community items of interest. The library will be able to become an active participant in the community and its activities, concerns, and issues. A separate children's area will have furnishings and materials appropriate from birth to middle school. Toddlers will have age appropriate activity boards, board books, and multi-media. Adult and young adult non-fiction books and media will be interfiled decreasing the number of search points for patrons.

It is anticipated that 20 or more computers will be available. Casual seating and study areas will be available for reading and visiting; the ensuing interaction among customers will build a sense of community and camaraderie.

The branch will be able to add more formats to its collection. At this time, the media collection consists of one range of shelving; quite inadequate for the population. Audio books on all three formats will be added, there will be more DVD's, and CD's. Downloadable audio-books are next to be added to the collection.

The customers will receive materials on the day they enter the library instead of having to order them and wait for delivery. Furthermore, the collection will be tailored to the demographics and needs of the community. The branch will become a part of the community and the daily life of local residents replacing its current use as a drop-off and pick-up location.

A larger, more professional staff will assist with using computers, the Internet, and the vast wealth of resources on the Library website, the Florida Electronic Library, and all the topical databases libraries have access to. Customers will have richer resources for research, including numerous primary sources. Onsite computer classes will be offered for customers.

Librarians will roam the library with devices connected to the web and the telephonic communications system. This will enable librarians to assist patrons wherever they happen to be, thus enhancing the library experience for the customer.

Overall, a 12,000 square foot branch library will encompass the library's vision:

Our Community Discovers the Joy of Reading, the Energy of Ideas and the Power of Information Together in the Library.

3. The effects of staffing, maintaining, and costs of operating the proposed facility.

Leon County has a strong track record for the completion and operation of facilities. Each of the buildings constructed in the past 15 years has been completed on-time (with one exception due to weather) and within budget. The County has fully funded the Library's request for staff, collection, furniture and equipment for each branch. Each building has opened with adequate staff, a strong opening collection, new shelving and furniture, more public computers and printers, good programming and services and the excellent customer service for which the LeRoy Collins Leon County Public Library System is known. Funding and staffing have continued and each branch is heavily used today.

Each new facility has more than quadrupled customer use in its first year and continues to grow. Services are added as technology and community interests and needs change. For example, a few years ago, toddler story hour attendance decreased noticeably. A look at the community showed that children this age were in pre-kindergarten programs. Staff realized that the un-served children were in the birth to three-year-old age group. Research into the age group showed that, developmentally, this was the most opportune time for learning. Thus, the highly successful LSTA grant-funded BabyTime program was born and continues today under the funding of Leon County.

The Library's oldest standalone branch, Northeast Branch, is 11 years old and still looks fresh and new. The branch libraries have an entire group of Leon County's facility management division devoted to them for maintenance of the facilities. This includes daily cleaning as well as scheduled maintenance for electric, HVAC, lighting, and other building systems. The County's MIS team takes care of all computers and networks. There is a dedicated MIS person stationed at the main library for general maintenance and special projects relating the library system.

The County is quite proud of its libraries and is devoted to taking care of them with the goal of pleasing the taxpayers and residents of Leon County. The new branch will be well-appointed, staffed, and maintained.